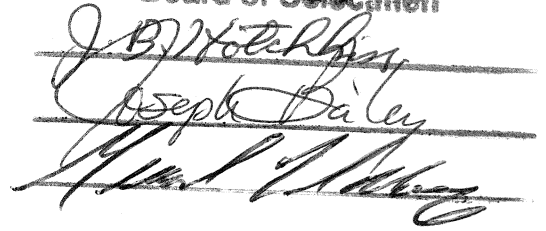


Town of Middleton
Board of Selectmen Meeting
January 5, 2015

Approved By
Board of Selectmen



Called to order at 6:30 P.M

BOS Members Present: J. Hotchkiss, J. Bailey, M. Schwarz

Pledge of Allegiance Recited

Signature Action:

- J. Bailey motions to accept the minutes from the 12/22/2014 BOS meeting. M. Schwarz seconds, all in favor.
- J. Bailey motions to accept the investment policy for year 2015. M. Schwarz seconds, all in favor.
- Hazardous waste contract for 2016 signed. Town agreed to cooperate and participate in the hazardous waste collection. The cost to the town is usually approximately \$300.00. J. Coskie spoke about the Rochester Highway Garage will accept used oil.. M Schwarz makes a motion to agree and sign the hazardous waste contract for 2016. J. Bailey seconds, all in favor.
- Timber cut signed. J. Hotchkiss spoke about how the town profits from timber cuts.
- Cocheco Valley Humane Society contract signed. The town pays \$50.00 for any animal not retrieved by the owner. J. Bailey motions to renew contract from 1/1/2015 thru 1/1/2016. M. Schwarz seconds, all in favor.
- Tax abatement signed. This tax bill was in error. Lots were merged and not put into system correctly so this tax bill should not have been produced.

Old Business

- BayRing/Fairpoint- J. Bailey spoke about the current town plan with BayRing. Daryl from RMON spoke about the town needing to make a decision on whether the town will stay with BayRing or switch to FairPoint. Currently we are on a month to month with BayRing. Daryl suggested before making the decision the town needs to have BayRing come out and do a walkthrough, also go over the current plan. Are there phone lines not used, voicemail not needed. Doing this audit could save the town some money. Daryl will set up this walkthrough audit. This will be added to the next agenda for review.
- Fire Department Budget- Sam Morrill was here to speak about his budget that he was unable to attend with the BOS. S. Morrill wants to go through it line by line. He wants to clarify any questions or concerns. Member expense has increased. J. Hotchkiss asked if this is because of the change of how fire department members will be paid, S. Morrill stated that change has not taken place, the Board would have to approve before the change. S. Morrill would like to change member pay to give each member an hourly rate. Currently EMS is on hourly rate. S. Morrill is trying to make things more equitable. J. Hotchkiss asked where the rates came from. S. Morrill stated they are just starting average pay, he did not use any study. Discussion on how the current pay is calculated. The fire members work on a point system. So the points add up and at the end of the year it is calculated out. For 2014 if a fire fighter went on an EMS call and was on scene about 25 minutes they were getting approximately \$35.00 per call while EMS he was on the call 2 hours was only receiving \$20.00. S. Morrill would like to apply this to EMS as well, just not this year. J. Bailey asked if this passes, is the intent to take care of the EMS as well, S. Morrill answered no it will take care of Fire. L. Parker spoke about firefighters without licenses making more than EMS personnel on a call. S. Morrill states he does not want to mess with both pay in one year. He wants to test just fire this year. Maybe combining both lines next year. M. Schwarz asked how many people go on most calls. S. Morrill answered it really would depend on the call. S. Morrill stated they do about 90 calls a year. L. Parker asked how many of them were EMS calls, S. Morrill could not answer. J. Coskie asked if this is to make pay more equitable. S. Morrill is hoping to raise pay to get more participants. J. Bailey asked if all the people on this list are all still active in the department. S. Morrill says they are all still active, he believes even if they come out three times a year they are still worth having on the department. J. Hotchkiss spoke about how things use to be voluntary. J. Hotchkiss asked S. Morrill if he sees the fire department going to where he would have firefighters on shifts; S. Morrill does not think that will happen

due to people's busy schedules and how they already have a hard time getting responders now. S. Morrill believes having all the people show up and be able to send them home instead of having them only respond when needed. J. Hotchkiss asked where S. Morrill sees the fire department in five years. S. Morrill sees things getting worse all around. J. Coskie would like to know the pay scale difference between Middleton and other towns. S. Morrill says it is hard to compare. M. Schwarz asked how many of our members are part of another town as well. Half of the department is a member on another town. J. Bailey thinks they are underpaid. S. Morrill thinks going to this process will save money. No member would get a raise unless approved from the BOS, with the exception of moving up with a new license on the scale. Fire department is currently a call force. J. Hotchkiss suggested for S. Morrill to do a wage study through the Municipal Association to back up his information. Discussion on having new members pay in advance for their training and have them get reimbursement over a period of time to assure that they stay on the department. J. Hotchkiss stated that this change of pay should go through the townspeople at the March meeting. EMS pay would not be changed this year only Fire. S. Morrill spoke about the increase in his pay. He feels there is more of a demand on what he needs to complete than when he was hired. He feels the \$20.25 is high but he needed a starting point. He provided a breakdown of all his duties. J. Hotchkiss spoke about S. Morrill's attendance at meetings, if he is unable to make them all, how that would affect his pay. S. Morrill spoke about it being salary, and how he could go over on calls so it would even out. J. Hotchkiss asked about having another member attend in his place. S. Morrill does not know how to fix that, someone has to make that meeting. He believes that should be part of the assistant chief duties and is part of what he is getting that additional pay for. He believes that with the new school there will also be additional responsibilities. He believes that salary pay is really not fair for either side. Hourly pay, you would only get paid for the work completed. Other towns pay fire chiefs between \$20-30 thousand per year, but they are busier and larger towns. His proposal for the increase makes the position more desirable. Cell phone line is for just the chief, J. Hotchkiss asked anyone else uses their cell phone; S. Morrill answered all officers do. Computer line is to purchase an IPAD to go along with the new cardiac monitor, it was budgeted for two IPADs and not S. Morrill wants to change that to just one to be stationed in the ambulance for the cardiac monitor and to do TEMSIS reports. Discussion on the command vehicle, J. Hotchkiss asked if it was being used, S. Morrill said that it was being used for members to attend the fire one class, J. Bailey stated then it is just being used for a taxi service. J. Hotchkiss asked if it was being used for a command vehicle not for transporting members to classes. S. Morrill states it has been used a few times to assist Police, but he is not sure it was warranted to buy a command car. J. Hotchkiss suggested maybe utilizing the command car across departments, S. Morrill believes the departments are set up differently, so he is not sure how that would work. J. Hotchkiss suggesting that using the one vehicle for anyone needing to set up a command location. In the past Police have asked for a command vehicle and if there is one not being utilized, we should use the one we have. S. Morrill cannot see any incident that the Police would need one for. J. Bailey asked how many structures fires have we even had in Middleton. S. Morrill stated that if he was here when the vehicle was purchased he might not have seen the need. J. Bailey spoke about how it looks to the taxpayer, sitting over at the station and not being utilized. S. Morrill spoke about letting members use it for attending classes is a benefit to them with the gas prices. Building maintenance should have \$250.00. Vehicle maintenance includes pump testing. Radio repairs were kept the same. Current radios are getting tired. There should be a grant soon. Radios are usually \$2500.00 each. Forestry line, S. Morrill thought that the Warden took care of this line. If the town has a forest fire the town has to pay other town to come and help. The Warden should be taking care of this line. S. Morrill also needs to legally be a Deputy Warden; he has tried to make this happen without success. The current Warden needs to appoint. Would like to discuss this at another non-public meeting. Zero out the misc. line. J. Bailey explains how the budget process works. S. Morrill would like to be able to present his budget to the budget committee; he does not believe they should be able to present a Fire budget without meeting with him. J. Hotchkiss spoke about combining some of the lines to make things clearer. Talk about the training line, most of that was used this year. Contract services are all the annual contracts. J. Hotchkiss suggested having all the testing in contract services, because those as well are annual contracts. Discussion on what are the actual contracts for the department. Radios do not have a repair contract, they have warranties that

expire. E Services is a new service that will send the call directly to member's phones. Currently there are issues with dead spots where pages do not work. EMS budget for medical supplies is enough for now. EMS duty salary, J. Hotchkiss clarifying that the current 4-6 EMS people earn as much as the rest of the fire department. That is correct due to they cover shifts for a set schedule and they have more calls. A. Bowden did a daytime coverage schedule and it would have been a \$30,000 increase. S. Morrill spoke about the surrounding towns that provide mutual aid; they can create a fee for that service. Lebanon Maine is now getting charged \$2000 per call. S. Morrill would like to come up with a way to get the Middleton ambulance out 100%. Discussion on how to pay L. Parker for responding to calls during the day. Currently she makes up her time at the office. Discussion on instead of paying her call pay, maybe pay her the shift rate, because she is available to go. Discussion on how old the ambulance is. Talk about possibly needing a new one in the future. Possibly wait till the truck is paid off, so there will not be two loans at the same time. The older it gets the more spent on repairs. The warrant articles the fire department would like are the addition, the new Zoll (cardiac monitor). The cost for the new monitor is approximately \$30,000, the town can do a two year lease (interest free) for about \$10,200 per year, and this amount is after the trade-in of the current monitor. Mention to start putting money aside for the ambulance, decision was to not do that this year. S. Morrill mentioned the \$40,000 that was taken out of the fire department CRF and given to the highway years ago; he questions how to get that back since they did not use it for a new building yet. S. Morrill was thinking that if the Fire Department does ever move, they could use that money to repair or prepare the new location. J Hotchkiss spoke about possible future plans on building a new highway garage. Things could move more quickly if the cell tower is placed in town because of the money it could possibly bring in. S. Morrill just wants a plan in place if the fire department is going to move. J. Hotchkiss will work on the warrant articles for the fire department. J. Coskie offered to meet with S. Morrill to provide good press on warrant articles. S. Morrill appreciated the selectmen going over the budget.

- S. Morrill spoke about snow removal at the station. He says in front of the bays is clear, no one is shoveling the walk. S. Morrill would like to know whose responsibility? J. Bailey spoke about Bob Gay coming in front of the board stating he was the station maintenance. S. Morrill stated that he spoke to Bob. Bob went to Sam and advised him that he was doing a lot of maintenance. S. Morrill advised he is not the designated maintenance person. S. Morrill does not want to see anyone fall. S. Morrill would like the selectmen to look into this issue. J. Hotchkiss suggested maybe paying a firefighter 2 hours to shovel. J. Hotchkiss will look into this.
- Personnel Policy- the BOS cannot make the monetary parts of the personnel policy effective until after the March vote. J. Hotchkiss asked if the Board should keep the personnel policy as is and make it retroactive to 1-1-14. L. Parker asked about the 3 hour minimum and who that applies for? Is it for full time or all employees? If all employees then the fire department would go on a call for 30 minutes and now get paid for three?? J. Bailey spoke about the 3 hour minimum being for employees that are ON CALL. M. Schwarz suggesting checking into the cost of hiring out for another fire department to come to the few fires we actually have in this town, would it be less than the fire department budget??? M. Schwarz stated that mutual aid is almost always called to the Middleton fire anyway so that might be the way to go. Half of the members are already on other departments already. M. Schwarz believes there is a need for the ambulance and the call volume shows that, but to have a department for maybe three fires a year. J. Bailey spoke about being a small town trying to be run as a larger town. Talk about if they did this the town would not need three trucks. J. Hotchkiss thinks that the personnel policy should be retro effective 1-1-15. Discussion on making the effective date 6-1-15 to cut the impact in half. J. Hotchkiss states that maybe someone at town meeting would suggest that. J. Bailey motions to suspend the compensation portion of the personnel policy until the result of the March town meeting. M. Schwarz seconds, all in favor. So the three hour now will stay in effect.
- OTH Rental- J. Hotchkiss spoke with TOPS representative. Fire Department will meet at the Municipal Building or on another night. TOPS are a nonprofit organization; so they should not have to pay anything. L. Parker questioned the non-residents who want to use the hall on a regular basis. It will be the same as a resident who rents regularly.
- J. Hotchkiss believes that if we add the entire Fire Department budget together, it could be less to pay another town for the calls.

- L. Parker asked the process for fire department applications. Once the background checks come back and all is clear; the application goes to the fire department and the background check forms will be filed in the employee personnel file.
- J. Hotchkiss amazed that the EMS staff can run an ambulance and cover as many calls with only three people. M. Schwarz thinks research is on having a full time EMS staff.

New Business

- M. Schwarz spoke about resident parking in the street on Lakeshore, Nicola and Dudley during snow storms. The highway crew would like the police to assist in this matter. It is becoming an increasing problem. J. Hotchkiss will talk with Chief Sobel.
- Resident on Lincoln Road complains about the Milton section of Silver Street. The resident would like the town to post signs to not enter Milton. The board does not approve that. M. Schwarz drove all the roads this morning and they all seem to be about the same since the storm. J. Hotchkiss advised to ask the resident to come in front of the board and voice their concerns.

Public Participation

J. Bailey makes a motion to adjourn @9:42 PM. M. Schwarz seconds, all in favor.

Respectfully submitted by:

Laura Parker, BOS Secretary